WEST VIRGINIA DIVISION OF LABOR
WAGE AND HOUR SECTION

PAYROLL

[For Contractor's Use]

NAME OF CONTRACTOR ☐	OR SUBCONTRACTOR ☐	ADDRESS	
PAYROLL NO.	FOR WEEK ENDING	PROJECT AND LOCATION	PROJECT OR CONTRACT NO.

[1] NAME, ADDRESS, AND SOCIAL SECURITY NUMBER OF EMPLOYEE	[2] # WITH HOLDING EXEMPT-IONS	[3] WORK CLASSIFICATION	O. T. OR S. T.	[4] DAY AND DATE / HOURS WORKED EACH DAY	[5] TOTAL HOURS	[6] RATE OF PAY	[7] GROSS AMOUNT EARNED	[8] DEDUCTIONS: WITHHOLDING FICA TAX			OTHER	TOTAL DEDUCTIONS	[9] NET WAGES PAID FOR WEEK
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Date: _____

I, _____
[Name of signatory party] [Title]

do hereby state:

[1] That I pay or supervise the payment of the persons employed by _____ _____ on the _____
[Contractor or Subcontractor] [Building or work]

_____; that during the payroll period commencing on the ____ day of _____, ___, and ending the ____ day of _____ ____ all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

_____ from the full
[Contractor or Subcontractor]

weekly wages earned by any person and that no deductions have been made either directly or indirectly from full wages earned by any person, other than permissible deductions as defined in West Virginia Code § 21-5-3 and described below:

_____

_____

_____

_____

[2] That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he/she performed.

[3] That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

[4] That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐--In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below:

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐--Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below:

(c) EXCEPTIONS

EXCEPTIONS (CRAFT)	EXPLANATION

REMARKS:

NAME AND TITLE	SIGNATURE

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE WEST VIRGINIA CODE § 21-5A-9.